

**THE ARMY SCHOOL SYSTEM (TASS)  
UNIT PRE-EXECUTION CHECKLIST  
(FOR USE OF THIS FORM SEE TRADOC REG 350-18; PROPONENT DCSOPS&T, TASSD)**

Please print or type.
-----------------------

1. NAME:

## 2. LAST FOUR:

**3. UNIT:**

4. DOR:

**5. COURSE TITLE:** \_\_\_\_\_

6. REPORT DATE:

First line leader's initials.	Soldier's initials	PART I – UNIT PRE-EXECUTION (D-90 TO D-1)
		Coordination between customer unit and TASS unit to identify the Soldier by name?
		Soldier in receipt of school/course information?
		Read ahead packets/prerequisite testing complete? (if applicable)
		All required clothing/equipment IAW school/course information packet?
		Soldier demonstrated physical fitness requirement on diagnostic test administered within 30 days of scheduled departure for school? (As required)
		Soldier meets standards of AR 600-9?
		Transportation requirements completed?
		Adequate cash/traveler checks/Government Credit Card?
		Individual orders received?
		Individual has current periodic physical (within 5 years)?
		Individual meets remaining TIS requirements?
		School mailing address/telephone numbers received? (For family)
		Ten (10) copies of orders?
		Transportation verified/approved (ticket picked up)?
		ID tags (1 pair)?
		If applicable: Soldier requiring corrective lenses has a set of military prescription eyeglasses and protective mask inserts?
		Notify Soldier of requirement to take PFT and be weighed as required?

CDR: B: ( ) H: ( )  
1SG: B: ( ) H: ( )  
FTM: B: ( ) H: ( )  
Unit POC FAX:: ( )  
Unit POC E-mail:

<b>PART II – ROUTINE PREREQUISITES</b>												
<b>TASK</b>	<b>REGULATION DATA</b>					<b>SOLDIER DATA</b>						
Minimum Aptitude Score (ASVAB) (if applicable)	<b>CO</b>	<b>CL</b>	<b>FA</b>	<b>GM</b>	<b>MM</b>	<b>CO</b>	<b>CL</b>	<b>FA</b>	<b>GM</b>	<b>MM</b>		
	<b>OF</b>	<b>EL</b>	<b>SC</b>	<b>ST</b>	<b>GT</b>	<b>OF</b>	<b>EL</b>	<b>SC</b>	<b>ST</b>	<b>GT</b>		
Color vision requirements (if applicable)												
Physical demand rating/profile (PULHES) <b>*See Part III for P/T profiles</b>	<b>P</b>	<b>U</b>	<b>L</b>	<b>H</b>	<b>E</b>	<b>S</b>	<b>P</b>	<b>U</b>	<b>L</b>	<b>H</b>	<b>E</b>	<b>S</b>
Prerequisite phase/course attendance (if applicable)	School Code					Course completed						
	Date of completion					Phase completed						
Military and civilian vehicle operator license(s) (if applicable) Military license number: _____ Expiration date: _____ Civilian license number: _____ Expiration date: _____												
<b>PART III – REQUIRED DOCUMENTS</b>												
Security clearance (if applicable, attach as required)												
*Permanent profile attendees (if applicable): AC &AGR must have a copy of MRB (P3, P4) results with a completed DA Form 3349 (must include an Army doctor-approved alternate aerobic event for the APFT). TPU/Traditional Guardsmen must have a copy of a completed DA Form 3349 (must include an Army doctor-approved alternate aerobic event for the APFT).												
All required waivers (if applicable)												
Other requirements (if applicable)												
<b>OTHER REQUIREMENTS OF DA PAM 611-21 NOT PREVIOUSLY LISTED:</b>												
<div style="display: flex; justify-content: space-between;"> <span>Is Soldier a previous Hot Weather Injury (HWI)? Y/N</span> <span>When?</span> <span>Profile?</span> </div>												
<div style="display: flex; justify-content: space-between;"> <span>Is Soldier a previous Cold Weather Injury (CWI)? Y/N</span> <span>When?</span> <span>Profile?</span> </div>												
Other requirements (if applicable)												
Other requirements (if applicable)												
Other requirements (if applicable)												
I have been counseled and have read all requirements applicable to the course I am selected to attend. Attendance at this course and class will not pose any known hardship on me and/or my family that would detract from or prevent my successful completion of course requirements.												
<div style="display: flex; justify-content: space-between;"> <b>Students Signature:</b> <b>Date:</b> </div>												
I have reviewed the above Soldier's qualifications and potential to successfully complete this course, counseled the Soldier on these requirements, and hereby verify the readiness of the Soldier to attend.												
<div style="display: flex; justify-content: space-between;"> <b>Commanding Officer (typed name)</b> <b>Date:</b> </div>												
Signature:												